

2 January 1975

MEMORANDUM FOR: Senior Training Officer DDS&T

SUBJECT : Nominations for Executive Seminar

1. Nominations are due in my office not later than 7 March for the Seminar for New Managers at Kings Point, 4 - 23 May 1975.

2. The Agency has one space reserved for this seminar. (DDS&T requested two spaces.)

3. Please submit six copies of all nomination papers for your candidate--an up-to-date biographic profile, the most recent fitness report, and a statement giving reasons for proposing attendance at the seminar. It is requested that your supporting documentation contain the date that the nominee was first assigned to a managerial position since June 1973.

**Executive Secretary
Training Selection Board**

25X1A

ES-TS [REDACTED]:maq

Distribution:

Orig - Adse

2 - ES-TSB

25X1A

2 January 1975

MEMORANDUM FOR: Senior Training Officer DDA

SUBJECT : Nominations for Executive Seminar

1. Nominations are due in my office not later than 7 March for the Seminar for New Managers at Kings Point, 4 - 23 May 1975.
2. The Agency has one space reserved for this seminar.
(DDA requested one space.)
3. Please submit six copies of all nomination papers for your candidate--an up-to-date biographic profile, the most recent fitness report, and a statement giving reasons for proposing attendance at the seminar. It is requested that your supporting documentation contain the date that the nominee was first assigned to a managerial position since June 1973.

[REDACTED]
Executive Secretary
Training Selection Board

25X1A

25X1A

ES-TSB [REDACTED] maq
Distribution:
Orig - Adse
2 - ES-TSB

2 January 1975

MEMORANDUM FOR: Senior Training Officer DDI

SUBJECT : Nominations for Executive Seminar

1. Nominations are due in my office not later than 7 March for the Seminar for New Managers at Kings Point, 4 - 23 May 1975.

2. The Agency has one space reserved for this seminar. (DDI requested one space.)

3. Please submit six copies of all nomination papers for your candidate--an up-to-date biographic profile, the most recent fitness report, and a statement giving reasons for proposing attendance at the seminar. It is requested that your supporting documentation contain the date that the nominee was first assigned to a managerial position since June 1973.

[REDACTED]
Executive Secretary
Training Selection Board



25X1A

25X1A

ES-TSB [REDACTED] maq
Distribution:
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2 - ES-TSB

NOMINATION FOR INTERAGENCY TRAINING

COURSE	1. Course title Approved For Release 2000/06/13 : CIA-RDP78-04202A000200160004-2 Seminar for New Managers	2. Cost \$1425
	4. Dates of course 13 April - 2 May 1975	3. Agency offering course Civil Service Commission 5. Location of course (city, State) Kings Point, New York

NOMINEE	6. Name (First)(Initial) (Last) (Mr., Miss, Mrs.) 	7. Position title Intelligence Officer Branch Chief
	8. Home address 	9. Pay plan and grade GS-14
	10. Office telephone (including Area Code) 202 - 351-1100	
	11. Enter here special information required by the course announcement Assigned to managerial position: December 1973	

AGENCY	12. Billing address (including ZIP Code) Registrar, Office of Training Central Intelligence Agency Washington, D.C. 20505	13. Approving official (signature and title) Registrar, Office of Training
		14. Date 20 February 1975 15. Telephone (including Area Code) 202 - 351-2193

**Registrar, Office of Training
Central Intelligence Agency
Washington, D.C. 20505**

16. Return address of nominating agency (including ZIP Code)
←

FOR USE BY AGENCY OFFERING TRAINING—DO NOT FILL IN THIS PART

ACTION	17. Nominee is: <input type="checkbox"/> Selected as nominated <input type="checkbox"/> Selected for alternative dates (see Remarks) <input type="checkbox"/> Not selected (see Remarks)	18. Remarks
	19. First session of class meets	

INSTRUCTIONS TO NOMINATING AGENCY

1. Observe the Nominating Criteria and Special Instructions in Course Announcement or Bulletin before completing this form.
2. All requested information, Items 1 through 16, must be furnished. Use typewriter to complete form.
3. Submit the original and the first three copies (do not remove carbons) to the agency offering the training. See Course Announcement or Bulletin for correct address. The agency submitting the nomination may retain the additional two copies.
4. A copy of this form will be returned by the agency sponsoring the training, indicating the action taken on the nomination in the ACTION block.

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SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Executive Secretary
Training Selection Board 1036 CofC Bldg

EXTENSION

2193

NO.

DATE

3 February 1975

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Chairman
Training Selection Board

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10. Executive Secretary
Training Selection Board
1036 Chamber of Commerce

2/11

11.

12.

Attached for your consideration are two nominations for the Seminar for New Managers at Kings Point, 13 April - 2 May 1975:

GS-14, OF
-14, CRS

The Agency has one space reserved for this seminar.

Please return these papers to me indicating your ranking of the candidates.

25X1A

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FORM 3-62

610

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10. Executive Secretary
Training Selection Board
1036 Chamber of Commerce

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3 C 43 HQS

08 FEB 1975

Jan

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GS-14, OF
GS-14, CRS

The Agency has one space reserved for this seminar.

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10. Executive Secretary
Training Selection Board
1036 Chamber of Commerce

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COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Dr. Karl H. Weber
6 F 20 HQS

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KHW

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10. Executive Secretary
Training Selection Board
1036 Chamber of Commerce

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1. Mr. Fred W. M. Janney
5 E 56 HQS 5 FEB 1975

J

J

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